

REC'D 18 July
By FAX.

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2002 - JUNE 30, 2003**

1. DEPARTMENT/COURT INFORMATION:

Department/Court: ALTERNATE PUBLIC DEFENDER

Division/Unit: ADULT CRIMINAL DEFENSE, JUVENILE DELINQUENCY,
JUVENILE DEPENDENCY

2. VOLUNTEER PROGRAM BENEFITS:

- a. **GENERAL VOLUNTEERS** (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol. <u>114</u>	Hours <u>18668.5</u>	x	\$ <u>16.54</u>	=	\$ <u>308,777</u>
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Types of work performed by GENERAL VOLUNTEERS in this category: The Department utilizes the following types of volunteers: Volunteer Lawyers, Volunteer Law Clerks, Investigative Interns, Paralegal Interns, Family Advocates and Office Volunteers.

All volunteers help carry out the Alternate Public Defender's mission of representing its clients in adult criminal, juvenile delinquency and dependency matters. Volunteers offer a variety of valuable assistance to attorneys, investigators and office staff in their daily assignments.

In return, volunteers gain valuable experience and training in their respective areas of interest and receive the satisfaction of helping persons in need.

- b. **INSTITUTIONAL VOLUNTEERS** (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol. <u>0</u>	Hours _____	x	\$ <u>16.54</u>	=	\$ _____
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

<u>Position</u>	<u>Hours</u>	<u>x</u>	<u>VCL</u>	<u>=</u>	<u>Dollar Benefit</u>
Attorneys, Volunteer	165		52.00		8,580.00
Coordinator/Social Worker	36	x	28.50	=	1026.00

No. Vol	<u>11</u>	Total Hours	<u>201</u>	Total Value	<u>9,606.00</u>
\$					

Types of work performed by SPECIALIZED VOLUNTEERS in this category:

Participants in DITA Training Program at Solvang California. 2 separate seminars designed to train investigators

~~GENERALS OF DEPARTMENT VOLUNTEERS (from above):~~

	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar</u>	<u>Benefit</u>
2a:	<u>114</u>	<u>18668.5</u>	<u>\$ 308,777</u>	
2b:	<u></u>	<u></u>	<u>\$</u>	
2c:	<u>11</u>	<u>201</u>	<u>\$ 9,606</u>	
TOTALS:	<u>125</u>	<u>18869.5</u>	<u>\$ 318,383</u>	

3. **DONATIONS TO VOLUNTEER PROGRAM:**

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

<u>Item Donated</u>	<u>Value</u>	<u>Item Donated</u>	<u>Value</u>
<u>Snacks for Training</u>	<u>\$800.00</u>	<u>Gift Certificates</u>	<u>\$600</u>
<u>Office Social Events</u>	<u>\$600.00</u>		

TOTAL VALUE \$ 2,000.00

4. **VOLUNTEER PROGRAM COSTS:**

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours 600 x Rate \$ 40.00 = \$ 24,000

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours 150 x Rate 28.50 = \$ 4275.00

c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

Item	Cost

TOTAL OF OTHER PROGRAM COSTS = \$ 0

d. TOTAL OF VOLUNTEER PROGRAM COST = \$ 28,275.00
(add 4a, 4b, and 4c)

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	\$ 318,383.00
b. Total of Donations to Volunteer Program, Item 3 (Page 2)	\$ 2000.00
ADD a + b	\$ 320,383.00
c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3)	(\$ 28,275.00)
 TOTAL PROGRAM BENEFIT	 \$ 292,108.00

6. RECRUITING:

Please describe your recruiting programs:

1. Law Clerks are recruited from local law schools through clinical education and pro bono programs. Staff attorneys participate in on campus recruiting fairs talking to students and providing descriptive brochures to interested students.
 2. Investigative interns are recruited from the SDSU Administration of Justice Program and Political Science internship programs.
 3. Social Work Interns are recruited from SDSU's School of Health and Human Services
 4. Paralegal Interns are recruited from Community College Paralegal Programs
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7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

Volunteer Law Clerks were able to make supervised Superior Court appearances arguing various legal petitions and motions to help achieve positive goals for clients. More than 2000 volunteer hours were donated to the Department in the form of valuable legal research and writing as well as assisting staff attorneys in felony trial preparation. Several investigative interns participated in the Defense Investigators' Training Association's two part training seminar designed to qualify them for certification.

Family Advocates and Volunteer Lawyers assisted parent/clients in the Juvenile Dependency Court system to develop positive parenting skills needed for safe reunification with their children

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2003-04:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

The Department of the Alternate Public Defender is committed to the continued recruitment of promising candidates from local law schools, universities and community colleges to assist us in the performance of our assigned duties and to provide those volunteers with a positive learning experience that will assist them in achieving their career goals. We will be participants in pro bono and career fairs at these schools.

We will continue to honor outstanding volunteers with special recognition and awards and recognize the contributions of all volunteers by expressing the gratitude of the Department volunteers in our general office meetings and department social functions. We will continue to evaluate and monitor our volunteer programs and upgrade our orientation and training brochures and manuals as needed.

9. **GENERAL INFORMATION:**

Name of Person Completing Report: MICHAEL J. DEALY

Phone Number: 619-446-2934 Mail Stop D-37 E-Mail: michael.dealy@sdcounty.ca.gov

Volunteer Coordinator: (None at this time)

Phone Number: _____ Mail Stop _____ E-Mail _____

10. **DEPARTMENT CERTIFICATION:**


DEPARTMENT HEAD SIGNATURE

07-18-03
DATE

Please return this report by Friday, July 18, 2003, to the Clerk of the Board Department: MS A-45; 1600 Pacific Highway # 402, San Diego, CA 92101; FAX (619) 685-2259.